

**SECRET**

10 JAN 1961

**MEMORANDUM FOR: Comptroller  
Chief, Audit Staff**

**SUBJECT : General Review of Administrative Plans of Subsidy  
and Proprietary Projects.**

1. The Inspector General, in a recent report, recommended that the DD/S make a general review of the extent to which current Administrative Plans are being complied with. The DD/S has requested the SSA to follow through on this matter with the Support components concerned and the Support Officers of the various Operating Divisions.

2. Attached as TAB A is a list containing the cryptonyms of Subsidy and Proprietary Projects that have Administrative Plans or Fiscal Annexes. In line with our recent discussion, will you please arrange for a joint review by the Office of Comptroller and the Audit Staff of these Administrative Plans and Fiscal Annexes and provide me with a list of current instances of non-compliance with the provisions or requirements of the Plans or Annexes. In cases where audit exceptions, memoranda, reports, etc., have been previously initiated pointing out non-compliance with Plans or Annexes, an indication of the general nature of the exception and a reference to the Audit Report or memoranda will be sufficient.

3. It would be appreciated if you would use a format similar to the attached TAB B in reporting on the results of your review.

  
Assistant SSA-DD/S

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**Attachments:**

**TAB A - List of Subsidy and Proprietary Projects  
w/Admin. Plans or Fiscal Annexes**

**TAB B - Proposed Format for Report of Review  
of Admin. Plans and Fiscal Annexes**

ASSA-DD/S:FPE/ms (9 Jan 61)

**Distribution:**

2 - Each Addressee

1 - ASSA-DD/S Chrono

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